

**Department for Aging and Rehabilitative Services
State Rehabilitation Council
DRAFT Meeting Minutes
August 12, 2013**

A meeting of the State Rehabilitation Council (SRC) was held on August 12, 2013 at DARS Headquarters in Henrico, Virginia.

Members Present: Suzanne Bowers, Charles Downs, John Eisenberg, Toney Lineberry, Ellen McIlhenny, James Rothrock, Thalia Simpson-Clement, Sally J. Thompson, and Julie Triplett

Members Absent: Cheryl Johnson, Romy Mohta, J. Bryant Neville, Lauren Snyder-Roche, and Audie Gaddis

Others Present: Elizabeth Smith, Policy and Planning Director; Scott Fraley, Vocational Rehabilitation Quality Assurance Analyst; Barbara Tyson, Staff Support; Jim Taylor, Department for the Blind and Vision Impaired SRC Representative; Barbara Burkett, Lead Analyst; Mable Fleming, Senior Analyst; Kathy Hayfield, DRS Director; Rick Sizemore, WWRC Director; Richard Keene, Guest; Cat Clough and Bernadette Mayhall, Interpreters.

Call to Order: The meeting was called to order at 11:00 a.m. Mr. Lineberry received a written request from Commissioner Rothrock to participate by phone from his remote location, pursuant to the Virginia Freedom of Information Act, Section 2.2-3708.1 of the *Code of Virginia*. A motion was made by Thalia Simpson-Clement, seconded, and passed unanimously to approve his participation in the meeting by phone.

Review of Minutes: The minutes of the June 10, 2013 meeting were approved as written and included the submitted SRC Roundtable Reports.

Matters of Public Comment: There were no comments from the public.

Chairperson's Report:

- The Nominating Committee nominated Ellen McIlhenny for the position of 2014 SRC Chair. Hearing no other nominations, a motion was made by Thalia Simpson-Clement, seconded, and unanimously passed to elect Ellen McIlhenny as Chair. Having not identified anyone to run for Vice-Chair, the Nominating Committee recommended that the election of a Vice-Chair be deferred until the November, 2013 meeting.
- Ms. McIlhenny reported that the SRC Retreat Planning Committee met and developed the following agenda items for the November 18 retreat: a leadership session, presentation on partnerships with business by the DARS Business Development Managers, presentation on the Federal Fiscal Year 2013 outcomes,

and SRC team building activities and outcomes. Dr. Froehlich from George Washington University will facilitate the session.

- Mr. Lineberry attended the National SRC Forum on June 23, 2013 in Arlington and continues to be impressed with the effective operation of the DARS SRC as compared to other states.
- A motion was made by Mr. Eisenberg, seconded, and passed by unanimous vote to change the SRC meeting schedule from five to four meetings per year. The meetings in 2013-14 will be held in November, March, June and August. The 2014-15 schedule may change the November meeting to October.
- Mr. Lineberry presented the 2013 SRC Chairperson's Leadership Recognition Award to Charles Downs and Cheryl Johnson. In addition, Ms. Johnson, Mr. Downs, and Jim Taylor received certificates in recognition of their service on the SRC.
- The SRC recognized Toney Lineberry for his leadership as Chair of the SRC.

Commissioner's Report:

- The agency is in the process of developing budget amendments for consideration by the Governor for the next biennium. Additional funding for vocational rehabilitation will be considered.
- The Commissioner briefed the SRC on some of the major proposed amendments to the Rehabilitation Act – those contained in Senate Bill 1356. The Commissioner is willing to share the SRC's comments on the proposed amendments with Governor McDonnell's Congressional Liaison for transmittal to Senators Kaine and Warner.
- The Commissioner is planning another Board/Council Leadership Summit to be held on October 8. Ellen McIlhenny will attend on behalf of the SRC. Any other SRC member who is interested should contact Liz Smith.

Working Lunch: The SRC reviewed the Council Roundtable Reports and had photos taken for the 2013 SRC Annual Report. Jim Taylor, DBVI SRC Liaison, announced that he will be resigning from the DBVI SRC.

Division of Rehabilitative Services Report:

- AJ Hostetler, Public Relations Manager, showed a video of Wes Thiss of Bon Secours talking about the success of Project SEARCH. This video was shown to the participants at the Executive Order 55 Summit. DARS will be working with 13 Project SEARCH sites this year and continuing to work with the Department of Education on other types of work experiences/internships for transition-age youth.
- There are 2,500 on the current Order of Selection waiting list; some of these individuals have been on the waiting list for three or more years. However, over 1,400 most significantly disabled consumers have come off the waiting list and the Most Significantly Disabled Priority Category has been opened to new applicants. Effective August 15, consumers in the Significantly Disabled with Two Serious Functional Limitations Priority Category wait list will be offered services. But, this Category will not be opened to new applicants at this time. About \$2.6 million in additional funds would be needed to open all categories.

- DARS received a \$1.34 reduction in funds from the Department of Behavioral Health and Developmental Services that support 21 Substance Abuse Counselors. In addition, there was a slight reduction (\$350,000) over the past few years in the TANF Grant from the Department of Social Services; this grant supports case service funds for TANF recipients who are VR consumers. In addition, the Federal In-Service Training Grant has been reduced \$114,000 (15%) for the coming year.
- We are hoping to have at least 3,000 successful employment outcomes this Federal Fiscal Year, which would be an increase over last year's 2,726 successful closures. The rehabilitation rate is improving and is expected to be over 50%. The competitive employment rate is higher than last year
- DARS, in collaboration with the Virginia Community College System and the Workforce Investment System, held a training program on Executive Order 55 which encourages state hiring of individuals with disabilities. Over 100 human resource officials attended. There will be six regional training sessions for state agencies and private employers in the fall.
- Some good collaboration is occurring with businesses in hiring our consumers. Hershey's in Stuarts Draft has hired four consumers at \$16 per hour and full benefits.
- The National Governor's Association has issued its Report on the Hiring of Individuals with Disabilities. Virginia is highlighted in the Report on Project SEARCH and Return on Investment, as well as our collaborative relationship with the Department of Education.

Woodrow Wilson Rehabilitation Center Report:

- WWRC has served 150 more cases this year as compared to last year, with an average daily census of 311.
- Key initiatives for WWRC include: (1) the improved interactions between WWRC counselors and field counselors; (2) re-designing the consumer satisfaction system; and (3) streamlining the admissions process.

Committee Reports

Internal Affairs Committee: Mr. Downs provided the following report:

Kathy Hayfield gave an overview of the draft Performance Improvement Plan that has been submitted to RSA. The Plan is required when the agency does not pass the RSA Standards and Indicators.

Mable Fleming presented an update on the new Consumer Satisfaction Survey Model. The new Model includes contacting clients throughout the vocational rehabilitation process as well as at case closure. The pilot for the new Model will start at the end of August with the survey being sent to 232 consumers. For Federal Fiscal Year 2012, the overall consumer satisfaction rate was 82%, which met the performance target. The satisfaction rate for consumers that were successfully employed was 93%.

The Committee considered the contract renewals for the Administrative Appeals Hearing Officers. A motion was made, seconded, and unanimously passed to renew the Hearing Officer contracts for another year.

Scott Fraley gave an overview of the Basic In-Service Training Grant, funded by RSA. The information was supplied by Susan Gaillard, Training Coordinator. For FFY 2013, the agency was awarded \$117,751 in a Basic In-Service Training Grant and an additional \$18,150 in Quality In-Service Training Grant funds. The objective of the In-Service Training Grants is to provide training to VR staff in program areas essential to the effective management of the unit's VR services and skill areas that will enable staff to improve their ability to provide VR services which lead to employment outcomes for individuals with disabilities.

External Affairs Committee: Ellen McIlhenny provided the following report:

Barbara Burkett and Liz Smith discussed the Comprehensive Statewide Needs Assessment. This Assessment is due to RSA on June 30, 2015. Dr. Burkett is meeting with Kathy Hayfield to discuss what specific information DARS needs to obtain from this Assessment in order to change its method of operation. The literature review is ongoing.

AJ Hostetler provided an update on the DARS Business Services Website and discussed the 2013 SRC Annual Report. The proposed theme of the Report is Intensive Consumer Engagement (ICE). DRS staff will identify six clients to be included in the Report; plans are for videos of these clients to be imbedded in the Report. The deadline for Report materials is November 15, 2013, so that the Report will be ready before January to share with members of the General Assembly. Thalia Simpson-Clement and Ellen McIlhenny will provide the summary of SRC activities to Vanessa Rakestraw by October 25, 2013.

Unfinished Business: None

New Business:

Colleen Miller, Director of the Virginia Office of Protection and Advocacy, provided an overview of VOPA's transition to a private non-profit organization. The new organization will be called the disAbility Law Center of Virginia (dLCV). Staff from dLCV will be visiting vocational rehabilitation offices to share information about the new organization.

Linda Vegoe, Director of the Wisconsin Client Assistance Program and Wisconsin SRC Chair, shared information on the Reauthorization of the Workforce Investment Act and the Rehabilitation Act, with emphasis on Senate Bill 1356. Following her presentation, the SRC agreed that a letter should be drafted on the SRC's concerns regarding Senate Bill 1356. Liz Smith will draft the letter for SRC review to be sent to Commissioner Rothrock for transmittal to Governor McDonnell's Congressional Liaison Office to be shared with Senators Kaine and Warner.

Adjournment: There being no further business, the meeting was adjourned at 3:00 p.m.

**Statewide Independent Living Council
Report to
State Rehabilitation Council
(Meeting held 7/17/13-7/18/13 at Hampton Inn, Richmond, VA)**

****NOTE: THESE ARE NOT COMPLETE MINUTES; MINUTES WILL BE AVAILABLE ON VASILC WEBSITE AT LATER DATE.***

Members present: Sandra Cook, Ellen Shackelford, Ron Lanier, Sherri Coles, Eddie Wimbish, Jane Ward-Solomon, Theresa Preda, Karen Michalski-Karney, Shawn Utt, Lauren Snyder-Roche, Lisbet Dula, Mary Mathena, Petrina Thomas, Harry Henderson, Jr., Ken Jessup, Cindy Gwinn (for Lee Price).

Nominating Committee: Presented nominations for slate of officers. Nominations approved and passed without dissention. They are:

Karen Michalski-Karney, Chairperson
Lauren Snyder-Roche, Vice Chairperson
Harry Henderson, Jr., Secretary
Shawn Utt, Treasurer

Council Structure: Motion was made and seconded to recommend to the full Council to consolidate the two goal committees into a single committee, maintain the Operations Committee with the intention of consolidating the meeting into a single day with the full Council meeting (Michalski-Karney/Jessup). Passed by voice vote without dissention. Also passed in full Council by voice vote with no dissention.

Council Activity:

- *Jeter and Roche attended statewide ADA summit on June 18th in Glen Allen.
- *Preda, Utt, Ward-Solomon, Coles, Michalski-Karney, Snyder-Roche, and Jeter attended NCIL (National Council on Independent Living) Conference July 24th-27th in Washington D.C.
- *FOIA Training during full Council meeting.
- *VASILC website update is complete.
- *This is the final (expected) meeting within current State Plan. New three year State Plan was filed with RSA on time and is expected to be negotiated and finalized by mid-October.

HJR 648 Progress: Marcia DuBois worked with several other members of the subcommittee of the HJR 648 Study group charged with making recommendations for accessibility code changes for parking increases, alterations for parking lots, and interior door widths to craft revisions to the code change requests to be submitted to the Board of

Housing and Community Development by May 3rd. These individual proposals will be heard at the next meeting on August 22nd.

Next meeting dates and locations: Reminder: Next meeting dates are October 23 and 24 and will be held in Norfolk (Endependence Center, Inc.). The host hotel is the Holiday Inn Conference Center, Greenwich Road, Virginia Beach, VA.

FYI:
2013 FREEDOM OF INFORMATION (FOIA) WORKSHOP

During the month of September 2013, the Commonwealth of Virginia's Freedom of Information Advisory Council will be sponsoring its 2013 FOIA Workshop in the following areas:

1. Richmond, VA - Tuesday, September 10, 2013
2. Lebanon, VA - Monday, September 16, 2013
3. Lynchburg, VA - Tuesday, September 17, 2013
4. Harrisonburg, VA - Wednesday, September 18, 2013

Any person, including citizens, public officials, and media representatives, with an interest in learning more about the VA Freedom of Information Act is invited to register for these workshops. For registration information, check the FOIA Council's website at <http://foiacouncil.dls.virginia.gov> OR contact the FOIA Council directly toll free at 866-448-4100

Contact: Maria J.K. Everett, Director
Organization: Virginia Freedom of Information Advisory Council
Telephone No: 804-786-3591 / toll free: 866-448-4100
Fax No.: 804-371-8705
Email: foiacouncil@dls.virginia.gov

Respectfully Submitted,
Lauren Snyder Roche